

## ***Guidance for Submittal of Surface Water Data / Information for Development of the 2012 Clean Water Act Section 305(b) Water Quality Report and Section 303(d) List of Impaired Waters***

The New Hampshire Department of Environmental Services (DES) encourages anyone who has surface water data/information, to submit it to DES electronically at any time. However, for inclusion in the 2012 Surface Water Quality Assessments data must be submitted by October 3<sup>rd</sup>, 2011. The information you provide can help DES identify:

- waters that are meeting designated uses such as fishing or swimming (i.e., waters in good condition),
- waters that are not supporting their designated uses (i.e., impaired waters), and
- waters which require additional monitoring/investigation before a final assessment can be made.

Your information may be used to help prepare surface water quality assessments as required by Sections 305(b) and 303(d) of the Clean Water Act (CWA). Section 305(b) requires each state to prepare a water quality inventory of its surface waters every two years. Section 303(d) requires states to prepare a list of impaired surface waters for which comprehensive water quality studies [i.e., Total Maximum Daily Load (TMDL) studies] must be prepared to help guide restoration efforts. This list, which is commonly called the “303(d) List”, represents a subset of all impaired waters, as some impaired waters do not require a TMDL study.

DES is interested in all types of surface water quality or quantity data/information, regardless of whether it suggests that the waterbody is in good or poor condition. This guidance provides information on how and when surface water data/information can be submitted to DES for consideration in the 2012 and future water quality assessments.

To increase the chances that your data will be considered in the assessment process, DES highly recommends that it be submitted electronically and in a format that may be easily loaded into the Environmental Monitoring Database (EMD). The EMD is a database developed by DES to store all types of environmental data and metadata (i.e., information on how it was collected), regardless of who collected the data (see <http://des.nh.gov/organization/divisions/water/wmb/emd/index.htm>). DES encourages anyone with environmental data to submit it to DES for inclusion in the EMD. Once in the EMD the data can be analyzed and, with the help of automation, assessed more rapidly, which is necessary due to the large volume of data that must be analyzed. Consequently, data in the EMD stands a much better chance of being used to make water quality assessments. Other benefits of including your data in the EMD are provided below.

### Benefits:

- The EMD is Web Enabled which means that you can direct people to the DES website to download your datasets at [http://www2.des.state.nh.us/OneStop/Environmental\\_Monitoring\\_Menu.aspx](http://www2.des.state.nh.us/OneStop/Environmental_Monitoring_Menu.aspx)
- If you have grant reporting needs, DES can provide information on how often your data is queried from the EMD.
- DES can work with your group to send your data to the Water Quality Exchange (WQX) (STORET replacement) if you so desire.



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- With the appropriate background data, DES will be able to use your data in the biennial 305(b)/303(d) report/list to Congress.

If you are requesting an electronic submittal PIN for data to be included in the 305(b)/303(d) please note such in your request. To find out more about how to submit your data electronically for inclusion in the EMD, please contact DES at the email address provided below.

***SCHEDULE***

Surface water quality or quantity data/information is welcome and encouraged at any time. However, to be considered in the 2012 assessment, data should be submitted by the date shown below. Data/information submitted after the deadline date will be considered in future assessments. The public comment period for the 303(d) List is also presented in the following table.

October 3, 2011	Deadline for submitting data for consideration in the 2012 assessment. If not received by this date, data/information will be considered in the next assessment and/or for future monitoring efforts.
January (date TBA), 2011*	Draft 303(d) list is available for public comment.
February or March (date TBA), 2011*	End of 303(d) List public comment period
April 1, 2011	Final 303(d) List is produced and submitted to EPA.

\* Notice of draft availability will be mailed to all parties that have received this mailing as well as posted at <http://des.nh.gov/organization/divisions/water/wmb/swqa/index.htm>

***WHAT TO SUBMIT***

How data/information is used in the assessment depends largely on the quality and completeness of the submission. In general, scientifically sound and defensible evidence is needed to determine if a waterbody is meeting water quality standards or is impaired. Evidence that does not meet these criteria, however, is still useful as it provides a preliminary sense of water quality that can be used to guide future monitoring efforts/investigations designed to fill data gaps needed to make a final assessment.

For electronic data submittals the base information is the same as outlined below for paper submissions except that it is not necessary to fill out the paper form. The submitter is encouraged to start the electronic data submittal process in advance of the October 3<sup>rd</sup> deadline so that your program, station, and metadata is in place when the sampling results are ready to be entered and your data will be in the database by the deadline date.

If you have surface water data/information and intend on submitting paper data, please complete the attached “Surface Water Data/Information Submittal Form” and submit it, along with any other supporting documentation, to DES. A copy of this form is available on our website at <http://des.nh.gov/organization/divisions/water/wmb/swqa/index.htm>

If all information requested on the form is already provided in another document, please reference and submit a copy of the document. If possible, it is preferred that data be sent electronically (i.e., Direct submission to the EMD, Excel spreadsheet, MS Word documents, GIS layers...).



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## ***HOW TO SEND DATA TO DES***

For electronic submittals contact DES via the e-mail below at your earliest convenience. They will guide you through the process of how to submit your data for inclusion in the EMD. For paper submittals, please complete the attached "Surface Water Data/Information Submittal Form" and submit it, along with any supporting documentation, to DES by mail, fax or E-mail at the addresses shown below.

By mail:                      Water Quality Data  
New Hampshire Department of Environmental Services  
Watershed Management Bureau  
29 Hazen Drive  
P.O. Box 95  
Concord, New Hampshire 03302-0095

By fax:                      Water Quality Data  
603-271-7894

By E-mail:                      [wqdata@des.state.nh.us](mailto:wqdata@des.state.nh.us) or visit our website at  
<http://des.nh.gov/organization/divisions/water/wmb/swqa/index.htm>

***QUESTIONS?***                      Please call 603-271-2457



For DES Use:

AU:

Record #:

## Surface Water Data / Information Submittal Form

Please fill in all blank boxes below and attach any supporting documentation or information. The more complete your submittal, the more useful it will be in our surface water assessment. Thank you.

<b>Today's Date:</b>			
<b><u>CONTACT INFORMATION</u></b>			
<b>Your Name:</b>		<b>Organization:</b>	
<b>Phone Number:</b>		<b>E-Mail:</b>	
<b>P.O. Box or Street:</b>		<b>City or Town:</b>	
<b>State:</b>		<b>Zip Code:</b>	
<b><u>LOCATION WHERE SURFACE WATER DATA / INFORMATION WAS COLLECTED</u></b>			
<b>Name of Waterbody:</b>			
<b>City or Town:</b>			
<b>Description of, and a plan or sketch showing, the area of interest or concern, including sampling locations, if applicable. If included in another document, please reference and submit the document.</b>			
<b>Is a plan or sketch attached?</b>			
<b>Directions to the site(s):</b>			
<b><u>SURFACE WATER DATA / INFORMATION</u></b>			
<b><u>Actual data or information</u> including dates and time of collection, measurement results, pictures, etc. If included in another document, please reference and submit the document.</b>			
<b><u>Summary</u> of what you think the data or information indicates about water quality. If summarized in another document, please reference and submit the document.</b>			
<b><u>Documentation of quality assurance methods</u> used in collecting, analyzing and reporting data. If included in another document, please reference and submit the document.</b>			
<b><u>HOW TO SUBMIT SURFACE WATER DATA / INFORMATION TO DES</u></b>			
<b>By Fax</b>	<b>By E-Mail</b>	<b>By Mail</b>	<b>Questions?</b>
Water Quality Data 603-271-7894	<a href="mailto:wqdata@des.state.nh.us">wqdata@des.state.nh.us</a> or visit our website at <a href="http://des.nh.gov/organization/divisions/water/wmb/swqa/index.htm">http://des.nh.gov/organization/divisions/water/wmb/swqa/index.htm</a>	Water Quality Data NHDES Watershed Management Bureau P.O. Box 95 29 Hazen Drive Concord, NH 03302-0095	603-271-2457